



# Hasan Shehab

A highly motivated and hardworking person seeking to continuously develop professionally and contribute for the company development, while being able to utilize my skills.

✉ hsn.shehab@gmail.com

📞 32198434

📍 Bahrain

📅 25 May, 1996

## WORK EXPERIENCE

### Partner Content Team Leader TryCarriage

07/2019 – Present

*Achievements/Tasks*

- Prepare daily/monthly reports
- Train the new employees
- Build shift schedule
- Interviewing potential new employees and assist in selecting the right candidates
- Evaluation for new employees
- Prepare the daily work plan

### Data Entry Specialist TryCarriage

01/2019 – 07/2019

*Achievements/Tasks*

- Employee of the month reward
- Work on urgent and important tasks
- Support Quality Control Team
- Apply and track VAT on partner accounts

## CERTIFICATES

Microsoft Office Specialist (09/2018 – 11/2018)

Microsoft certification for e-training capabilities  
(09/2014 – 10/2014)

## EDUCATION

### Bachelor's In History University of Bahrain

09/2014 – 06/2018

GPA: 3.45

### Secondary School Ahmed Al-Omran Secondary School

09/2011 – 06/2014

## SKILLS

Teamwork	●	●	●	●	●
Microsoft Technology Specialist	●	●	●	●	●
Computer Skills	●	●	●	●	●
Leadership	●	●	●	●	○
Ability To Work Under Pressure	●	●	●	●	●
Problem-Solving	●	●	●	●	●
Time Management	●	●	●	●	○
Creativity	●	●	●	●	○

## VOLUNTEER EXPERIENCE

### People with special needs office University of Bahrain

2016 – 2018

*Assist students with special needs in mobility in college and classes.*

### Events and seminars organizer University of Bahrain

2017 – 2018

*I participated in organizing many events and seminars related to society and the environment.*

## LANGUAGES

Arabic

English

## INTERESTS

Reading

Technology

Watching Movies